



Community Development District
Board of Supervisors
Preliminary Budget Meeting & Regular Meeting
April 19, 2023

505 Whiskey Creek Drive, Marco Island, FL 34145

Anyone wishing to listen and participate in the meeting can do so by calling
1-888-468-1195, Participant Pin 636522.

Additionally, participants are encouraged to submit questions and comments to the District Manager in advance to facilitate the Board's consideration of such questions and comments during the meeting.

The agenda is as follows:

1. Call to Order/Roll Call
2. Approval of Agenda
3. Public Comments
4. Approval of Minutes
 - a. February 15, 2023 Regular Meeting Minutes
5. Old Business
 - a. Road Usage Fee Study Proposal
6. New Business
7. Attorney Report
8. Engineer Report
 - a. Pavement Repair Bid Solicitation
 - b. Update on Catch Basin Cleaning
9. Supervisors' Requests
10. District Manager Report
 - a. Acceptance of Financials Ending March 31, 2023
 - b. Review of 2023-2024 Preliminary Budget
 - c. Resolution 2023-06 Setting Budget Hearing Date
 - d. FEMA Update
11. Public Comments
12. Set Next Meeting Date:
 - a. June 21, 2023
13. Adjournment

1
2 **Key Marco Community Development District**
3 **Regular Meeting**
4 **February 15, 2023**
5 **Not Approved**

6 **Appearances**

7 Mary Beth Schewitz, Chairman
8 Luanne Kerins, Co-Chair
9 Terri Stanton
10 Lynn Domenici (Via Speakerphone)
11 John Esposito (Via Speakerphone)

12 **Also Present**

13 Joshua Carter, District Manager
14 Dave Schmitt, Hole Montes (Via Speakerphone)
15 Greg Urbancic, District Counsel (Via Speakerphone)

16
17 **CALL TO ORDER/ROLL CALL**

18
19 The meeting was called to order by the Chairman at 8:35 AM, and it was noted that all
20 members were in attendance.

21
22 **APPROVAL OF AGENDA**

23 A memorandum focused on proposed pricing for catch basin inspection was provided by David
24 Schmidt of Hole Montes and added to the Engineer's Report.

25
26
27 On a voice vote by Mrs. Kerins and a second by Mrs. Schewitz, the amended agenda was
28 unanimously approved.

29
30 **APPROVAL OF MINUTES**

31
32 **November 16, 2022 Landowners' Meeting**

33 A typo in line 44 of the November 16, 2022 Minutes was noted and would require revision.

34
35 On a voice vote by Mrs. Stanton and a second by Mrs. Kerins, the revised November 16, 2022
36 Landowners' Meeting Minutes were unanimously approved.

37
38 **November 16, 2022 Regular Meeting**

39
40 On a voice vote by Mrs. Kerins and a second by Mrs. Stanton, the November 16, 2022 Regular
41 Meeting Minutes were unanimously approved.

42
43 **OLD BUSINESS**

44
45 No Old Business was discussed at this time.

46
47 **NEW BUSINESS**

48
49 Security Services Contractor Selection

50 Mr. Carter submitted proposals from three competing Security Services vendors to the board of
51 supervisors.

52 Securitas, the Districts current security provider proposed a cost of \$135,137.60 per year.

53 Allied Universal proposed a cost of \$122,262.00 per year.

54 Sunstates Security proposed a cost of \$115,605.00 per year.

55 Mr. Carter noted that Securitas had turnover and lost their site supervisor at Key Marco's
56 Guardhouse. The company had backfilled the position and had put 3 different guards in the
57 position since November, commuting to Key Marco from Estero to Lehigh Acres. Mr. Carter
58 noted that in speaking with Allied Universal and Sunstates management, both firms staffed
59 gates in the south Naples area and pulled more local resources.

60 After discussion, Mrs. Schewitz noted that Sunstates Security had appeared to focus heavily on
61 professionalism and were a smaller more customer focused firm than the national players
62 proposed.

63

64 On a voice vote by Mrs. Schewitz, seconded by Mrs. Kerins, the motion to approve Sunstates
65 Security's proposal for security services at Key Marco Guardhouse was approved unanimously.

66

67 Mr. Carter noted that Securitas would require 30 days' notice before their post could end on
68 the site and Mrs. Schewitz suggested April 1 as a tentative start date for the new provider.

69

70 On a voice vote by Mrs. Schewitz, seconded by Mrs. Stanton, the motion to give 30 days' notice
71 to Securitas and terminate the security services contract was approved unanimously.

72

73 **FY2022 Audit Proposal**

74 Mr. Carter submitted the audit renewal proposal submitted by Grau and Associates to the
75 Board of Supervisors. Mr. Carter noted that the total cost of the service was set not to exceed
76 \$5,700 and he could provide preliminary items to the firm once approved. Mrs. Schewitz noted
77 that the price had increased since the prior year and the auditor delivered the report late in
78 Fiscal year 2021. Mr. Carter noted that the folks at Grau noted that the FY2021 Audit was late
79 due to illness within their office and had been assured they would deliver on time for FY2022.

80 Mr. Carter noted that for the next fiscal year it may be of value to start the RFQ process and he
81 would work alongside Mr. Urbancic to prepare for this and follow up in a future meeting.

82

83 On a voice vote by Mrs. Schewitz, seconded by Mrs. Kerins, the motion to approve Grau &
84 Associates proposal for Audit Services for the 2022 Fiscal Year was approved unanimously.

85

86

87 **Request for Consideration, Mike McNees, Manager, City of Marco Island**

- 88 1. Mike McNees, Manager for the City of Marco Island attended the meeting and asked if
89 it were possible for the City of Marco Island to provide a blanket fee to Key Marco to
90 allow for biking within Key Marco’s roadways for Marco Island Residents without paying
91 the road use fee in place. Mr. McNees noted that residents of Marco Island find the fee
92 expensive for families seeking to ride in Key Marco and wanted to determine if they can
93 pay on the front end to allow Marco residents to bypass the road use fee.
94 Mrs. Schewitz noted that the road use fee was put in place to offset the impact of public
95 traffic on the roadways maintained by Key Marco Landowners and referenced the
96 methodology used to develop the fee, noting that a blanket fee would not be in
97 proportion to use of vehicles as intended by the findings of the methodology and study.
98 Mr. Carter noted that asking Key Marco’s guardhouse security contractor to
99 differentiate members of the public by Marco Island resident vs non-Marco Resident
100 could cause difficulties, as many of the residents of Marco Island are seasonal and may
101 have a different address on their drivers license.
102 After discussion, it was determined that the request for consideration of a blanket fee
103 for access to Key Marco by Marco Island Residents would not be viable.
104

105 **Request for Consideration, Pamela Libby, Water Distribution Manager, Collier County**

- 106 1. Proposed Water Quality Panel to be installed at Marina Parking Lot
107 Ms. Libby did not attend the meeting. Mr. Carter noted that he had met with Ms. Libby
108 and she noted that Collier County Water Distribution was keen to have an automated
109 water quality panel installed at the end of Blue Hill Creek Drive West, in the marina
110 parking lot where the existing flushing station currently exists. Mr. Carter noted that the
111 panel would allow for Collier County to monitor the water remotely rather than come to
112 the Key Marco site and manually test each day but would require that up to two parking
113 spots in the Key Marco Marina Parking lot be taken by the device. Mr. Carter noted that
114 in his meeting with Collier County, no benefit to the Key Marco Landowners or district
115 was mentioned. Mr. Carter noted that the automated panel would flush the system
116 once levels reached a certain point and would disrupt Key Marco’s current water
117 recapture system, which captures the flushed water at 2:00 PM on the County’s
118 standard flushing schedule and allows for its use in irrigation. Mrs. Schewitz noted that
119 without the recapture system engaged, flushed water would run over Blue Hill Creek
120 Drive into residential lots as it did prior to the recapture system installation and cause
121 harm to public interest.
122

123 On a voice vote by Mrs. Schewitz, seconded by Mrs. Kerins, the motion to decline the proposed
124 water quality panel due to harm to public interest was passed unanimously.

125
126
127 **ATTORNEY’S REPORT**
128

129 Mr. Urbancic noted that a bill had been introduced at the state level to require to supervisors
130 to take an educational course. The bill had not yet passed, and Mr. Urbancic noted that he
131 would keep the board updated if any action is required.

132

133 **ENGINEER'S REPORT**

134

135 Post Hurricane Road Inspection Report

136 Mr. Schmitt noted that following the completion of the diving inspection of Key Marco's
137 roadways, no damage was identified resulting from Hurricane Ian to either Whiskey Creek or
138 Blue Hill Creek Drive.

139 Updates on Catch Basin Inspection & Cleaning

140 Mr. Schmitt noted that there are a handful of catch basins along the Key Marco roadways that
141 are clogged and require inspection. Mr. Schmitt provided a memorandum with proposed
142 pricing from Sewer Viewer to have the clogged catch basins inspected for damage at a cost of
143 \$2,800.

144

145 On a voice vote by Mrs. Schewitz, seconded by Mrs. Stanton, the motion to approve the
146 proposed catch basin inspection was passed unanimously.

147

148

149

150

151 **SUPERVISORS' REQUESTS**

152

153 Mrs. Stanton asked if it would be possible to gather information on replacement street light
154 poles for Blue Hill Creek Drive East as many of the poles had not been replaced over time. Mr.
155 Carter noted that he would be happy to work on identifying vendors for replacement poles.

156

157 On a voice vote by Mrs. Schewitz, seconded by Mrs. Kerins, the motion to gather pricing for
158 replacement street light poles was approved unanimously.

159

160

161

162 **DISTRICT MANAGER'S REPORT**

163

164 Acceptance of the Financial Statement – Year Ending September 30, 2022

165

166 On a voice vote by Mrs. Schewitz, seconded by Mrs. Domenici, the Year End September 30,
167 2022, Financial Statements were approved unanimously.

168

169 Acceptance of Financials Ending January 31, 2023

170

171
172
173
174

On a voice vote by Mrs. Schewitz, seconded by Mrs. Kerins, the financials ending January 31, 2023 were approved unanimously.

DRAFT

175 Update on Tour De Marco Event

176

177 Mr. Carter noted that the YMCA was set to have their annual Tour De Marco event on February
178 26, 2023. Mr. Carter noted that the 30 mile route for experienced bikers would include Key
179 Marco’s roadways and participants would be passing through the community between 9:00 AM
180 – 11:00 AM during the event. Mr. Carter noted that he had worked alongside the YMCA event
181 coordinator to have trash cans placed at the start of the community and emphasized the
182 importance of keeping Key Marco clean during and after the event. Mr. Carter noted that riders
183 would be instructed not to trespass into the Key Marco Marina, clubhouse or residential
184 properties and remain on the road at all times. The YMCA was notified that there would be no
185 restrooms accessible to the public on the Key Marco section of the event.

186

187 Update on FEMA and Hurricane Recovery

188

189 Mr. Carter noted that he was continuing to work alongside FEMA for reimbursement of Key
190 Marco’s Debris, emergency safety measures and infrastructure costs incurred as a result of
191 Hurricane Ian. Mr. Carter noted that Key Marco’s damage inventory submissions were
192 completed and all documentation required had been provided to FEMA. Mr. Carter noted that
193 the projects would be reviewed by FEMA’s Resource Center and he would provide an update
194 during a future meeting.

195

196 Mr. Carter noted that Casagrande had been on site to inspect the Bridge Street lights that were
197 damaged following Hurricane Ian. Mr. Carter noted that Casagrande had installed new bulbs,
198 but they were the incorrect brightness, 3000K rather than 5000K which give a soft white color
199 rather than a bright white as the current lights. Mr. Carter noted that he followed up with
200 Casagrande and is working on scheduling their team to come back out with correct bulbs.

201 **PUBLIC COMMENT**

202 A public comment was made by Mr. Herbert Krutisch asking about Qualified Public Depositors
203 and current interest accrued by Key Marco Community Development District. Mrs. Schewitz
204 noted that Key Marco Community Development District’s Money Market Account was accruing
205 little interest and Mr. Urbancic noted that he would provide Mr. Carter with a list of Qualified
206 Public Depositors the District could investigate for a better interest rate and maintain FDIC
207 coverage.

208

209 **NEXT MEETING**

210 The next meeting will be held in April on the 19th at 8:30 AM ET

211

212 **ADJOURNMENT**

213 The meeting was then adjourned at 11:20 AM on a Motion by Mrs. Domenici and a second by
214 Mrs. Stanton. The motion was passed unanimously.



PROPOSAL

TO: Mr. Joshua Carter, District Manager
Key Marco CDD

FROM: Hank Fishkind, Ph.D., President **Hank Fishkind, Ph.D.** Digitally signed by Hank Fishkind, Ph.D.
Date: 2023.02.05 14:29:23 -05'00'

SUBJECT: Update Study
Roadway Usage Analysis for Key Marco CDD

DATE: February 5, 2023

VIA: Email only to: josh@managerkeymarco.org

1.0 Scope of Work

1.1 Background

Fishkind & Associates, Inc., the predecessor to Fishkind Litigation Services, Inc. ("FLS") provided Key Marco CDD with its analysis of roadway usage on September 7, 2018. Therein, we recommended updating the analysis periodically to maintain fair and equitable fees. The scope of work outlined below, provides an update to the 2018 study.

1.2 Task Plan

Task 1 Database Development

There are two sets of data that are the foundation for the update study. First, is the Districts latest adopted budget. Second, are data for the volume of trips passing through the gate broken out for guests, visitors, and contractors. The District will provide these data to FLS.

Task 2 Analysis of Direct Costs and Trip Volumes

FLS will analyze the District's budget and isolate the costs directly associated with gate operations and maintenance. FLS will examine the trip volumes and determine the costs associated with the types of trips. Based on these considerations, FLS will recommend an updated fee schedule.

Task 3 Report of Findings

FLS will render our findings in a formal report that the District may use to support an update to its fee schedule.

Task 4 Meetings and Presentations

FLS will be available at mutually agreeable times and places to present and to discuss our findings.

2.0 Fee Proposal, Timetable, Staffing, and Payment Terms

2.1 Fee Proposal

Our fee proposal for Tasks 1-4 is \$7,500.

2.2 Timetable

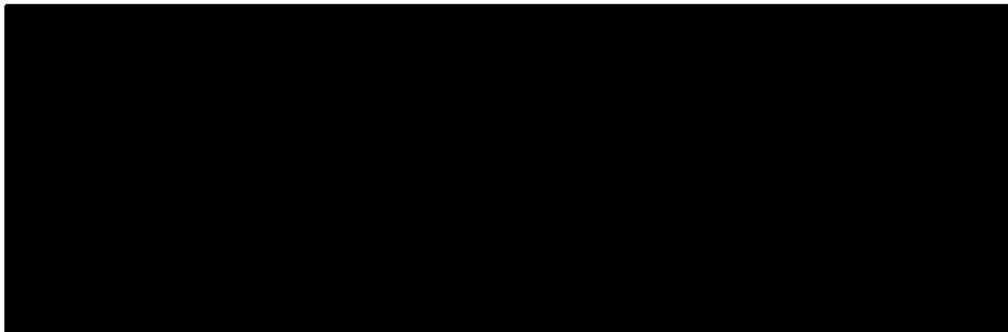
FLS will deliver our report no later than March 6, 2023.

2.3 FLS Staffing

Tony DiNardo, CPA, will be the lead investigator.
Hank Fishkind, Ph.D., will provide guidance and analysis.

2.2 Payment Terms

No retainer is needed to initiate this project. Payment is due upon the deliver of our report. For convenience our wiring instructions are as follows:



3.0 Authorization to Proceed

3.1 To authorize us to proceed as outlined above, please sign below and return an executed copy of this agreement and wire the retainer to our account. When both are received, we will commence our work.

- 3.2 Should you have any questions concerning this proposal, please feel free to give me a call.
- 3.3 Disputes and questions concerning our work are rare, but they do sometimes occur. It is our firm's policy to keep our clients satisfied if possible. If you have a question about our work, please bring it to our attention as soon as possible. Litigation concerning our work is very rare. However, if there should be such an unhappy circumstance, the matter shall be subject to Florida law with the prevailing side to be compensated for reasonable attorney's fees and costs.

3.4 To authorize us to proceed, please sign below and return a copy.

Name:

Title:

Date:

Key Marco Community Development District

04/13/23

Balance Sheet

Accrual Basis

As of March 31, 2023

	<u>Mar 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Fifth Third Money Market	460,095.80
Fifth Third Public Fund	471,199.08
Total Checking/Savings	<u>931,294.88</u>
Total Current Assets	<u>931,294.88</u>
TOTAL ASSETS	<u>931,294.88</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	6,452.32
Total Accounts Payable	<u>6,452.32</u>
Total Current Liabilities	<u>6,452.32</u>
Total Liabilities	6,452.32
Equity	
Retained Earnings	876,664.79
Net Income	48,177.77
Total Equity	<u>924,842.56</u>
TOTAL LIABILITIES & EQUITY	<u>931,294.88</u>

Key Marco Community Development District Profit & Loss Budget Performance

04/13/23

Accrual Basis

March 2023

	Mar 23	Budget	Oct '22 - Mar 23	YTD Budget	Annual Budget
Income					
FEMA Proceeds	0.00	0.00	0.00	0.00	0.00
Interest Income	44.03	41.66	261.40	250.04	500.00
Maintenance Assessments (4%)	-16.00	-670.00	-4,691.68	-4,020.00	-8,040.00
Maintenance Assessments - Levy	1,600.00	17,866.66	174,491.77	107,200.04	214,400.00
Miscellaneous Income	0.00	0.00	1.00	0.00	0.00
Road Use Fee Revenue	1,118.60	416.66	3,942.39	2,500.04	5,000.00
Total Income	<u>2,746.63</u>	<u>17,654.98</u>	<u>174,004.88</u>	<u>105,930.12</u>	<u>211,860.00</u>
Gross Profit	2,746.63	17,654.98	174,004.88	105,930.12	211,860.00
Expense					
ACCESS CONTROL					
Contractual Services	0.00	0.00	0.00	0.00	0.00
Operating Supplies	0.00	0.00	0.00	0.00	0.00
R&M Gatehouse	0.00	0.00	0.00	0.00	0.00
R&M Gates	0.00	0.00	0.00	0.00	0.00
Utilities	0.00	0.00	0.00	0.00	0.00
Total ACCESS CONTROL	0.00	0.00	0.00	0.00	0.00
ADMINISTRATION					
Accounting Services	0.00	0.00	0.00	0.00	0.00
Assessment Rolls	0.00	0.00	1,000.00	1,000.00	1,000.00
Attorney Fees	507.50	416.66	5,916.50	2,500.04	5,000.00
Audit Fees	0.00	0.00	0.00	0.00	5,500.00
Bank Fees	0.00	0.00	0.00	0.00	0.00
Computer- Website Support	0.00	50.00	440.00	300.00	600.00
Dues, Licenses, Subscriptions	0.00	0.00	175.00	175.00	175.00
Engineering Fees	2,738.75	750.00	6,695.00	4,500.00	9,000.00
FICA Taxes	0.00	0.00	0.00	0.00	0.00
Insurances	153.33	0.00	30,308.65	30,000.00	30,000.00
Legal Advertising	0.00	83.33	1,722.00	500.02	1,000.00
Management Fees	0.00	0.00	0.00	10.00	10.00
Office Supplies	0.00	25.00	0.00	150.00	300.00
Postage	16.17	0.00	16.17	0.00	0.00
Property Appraiser	0.00	85.00	547.03	510.00	1,020.00
Property Tax Collector (2%)	31.68	424.83	3,357.12	2,549.02	5,098.00
Rentals & Leases	0.00	30.00	349.85	180.00	360.00
Supervisor Expenses	0.00	416.66	3,000.00	2,500.04	5,000.00
Trascription Costs	0.00	83.33	0.00	500.02	1,000.00
Total ADMINISTRATION	3,447.43	2,364.81	53,527.32	45,374.14	65,063.00
CAPITAL EXPENDITURES & PROJECTS					
Bridge Inspection Reserves	0.00	416.67	18,808.75	2,499.98	5,000.00
Bridge Painting	0.00	2,250.00	0.00	13,500.00	27,000.00
Bridge Reserves	0.00	1,500.00	0.00	9,000.00	18,000.00
Contingency Reserves	0.00	0.00	0.00	180.00	7,614.50
Gate Access Control	0.00	0.00	0.00	0.00	0.00
Gatehouse Gates	0.00	0.00	0.00	0.00	0.00
Landscape Improvements	0.00	0.00	0.00	0.00	0.00
Roads	0.00	5,833.33	0.00	35,000.02	70,000.00
Roads - Root Barrier	0.00	0.00	0.00	0.00	0.00
Solar Streetlighting	0.00	1,000.00	0.00	6,000.00	12,000.00
Street Lighting	0.00	0.00	0.00	0.00	0.00
Total CAPITAL EXPENDITURES & PROJE...	0.00	11,000.00	18,808.75	66,180.00	139,614.50
Hurricane Ian Expenses					
Hurricane Ian Debris Cleanup	0.00		47,720.00		
Hurricane Ian Gatehouse Repair	0.00		3,067.22		
Hurricane Ian Irrigation Repair	0.00		2,703.82		
Total Hurricane Ian Expenses	0.00		53,491.04		
Irrigation Services	0.00	0.00	0.00	0.00	0.00
ROADWAY SERVICES					
Repairs & Maintenance	0.00	1,000.00	0.00	6,000.00	12,000.00
Total ROADWAY SERVICES	0.00	1,000.00	0.00	6,000.00	12,000.00
STREET LIGHTING					
Holiday Decor	0.00	0.00	0.00	0.00	0.00
R&M - General	0.00	0.00	0.00	0.00	0.00
Utilities - Electric	0.00	0.00	0.00	0.00	0.00
Total STREET LIGHTING	0.00	0.00	0.00	0.00	0.00

10:49 AM

04/13/23

Accrual Basis

Key Marco Community Development District Profit & Loss Budget Performance

March 2023

	<u>Mar 23</u>	<u>Budget</u>	<u>Oct '22 - Mar 23</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total Expense	3,447.43	14,364.81	125,827.11	117,554.14	216,677.50
Net Income	<u>-700.80</u>	<u>3,290.17</u>	<u>48,177.77</u>	<u>-11,624.02</u>	<u>-4,817.50</u>

Key Marco Community Development District
Reconciliation Summary
Fifth Third Public Fund, Period Ending 03/31/2023

	Mar 31, 23
Beginning Balance	472,959.51
Cleared Transactions	
Checks and Payments - 12 items	-3,510.40
Deposits and Credits - 3 items	2,711.05
Total Cleared Transactions	-799.35
Cleared Balance	472,160.16
Uncleared Transactions	
Checks and Payments - 6 items	-2,132.43
Deposits and Credits - 2 items	1,171.35
Total Uncleared Transactions	-961.08
Register Balance as of 03/31/2023	471,199.08
New Transactions	
Checks and Payments - 2 items	-2,892.08
Total New Transactions	-2,892.08
Ending Balance	468,307.00

Key Marco Community Development District
Reconciliation Detail
Fifth Third Public Fund, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						472,959.51
Cleared Transactions						
Checks and Payments - 12 items						
Bill Pmt -Check	01/31/2023	1212	Hole Montes	X	-1,337.50	-1,337.50
Bill Pmt -Check	01/31/2023	1215	Naples Daily News	X	-406.00	-1,743.50
Bill Pmt -Check	01/31/2023	1214	Preferred Governme...	X	-153.33	-1,896.83
Bill Pmt -Check	01/31/2023	1216	Exploritech, Inc.	X	-140.00	-2,036.83
Bill Pmt -Check	01/31/2023	1213	Robert Flinn Record...	X	-74.95	-2,111.78
Bill Pmt -Check	02/28/2023	1221	Luanne Kerins	X	-200.00	-2,311.78
Bill Pmt -Check	02/28/2023	1217	Mary Beth Schewitz	X	-200.00	-2,511.78
Bill Pmt -Check	02/28/2023	1218	Terri Stanton	X	-200.00	-2,711.78
Bill Pmt -Check	02/28/2023	1219	Lynn Narath	X	-200.00	-2,911.78
Bill Pmt -Check	03/02/2023	1222	Coleman, Yovanovic...	X	-507.50	-3,419.28
Bill Pmt -Check	03/02/2023	1223	Robert Flinn Record...	X	-74.95	-3,494.23
Bill Pmt -Check	03/02/2023	1224	Collier County Tax C...	X	-16.17	-3,510.40
Total Checks and Payments					-3,510.40	-3,510.40
Deposits and Credits - 3 items						
Deposit	03/06/2023			X	1,552.32	1,552.32
Deposit	03/31/2023			X	40.13	1,592.45
Deposit	03/31/2023			X	1,118.60	2,711.05
Total Deposits and Credits					2,711.05	2,711.05
Total Cleared Transactions					-799.35	-799.35
Cleared Balance					-799.35	472,160.16
Uncleared Transactions						
Checks and Payments - 6 items						
Check	09/28/2020	2689S	Collier County Utilities		-116.88	-116.88
General Journal	09/30/2020	2020-09			-1,171.35	-1,288.23
Check	09/30/2020	50006	Luanne Kerins		-184.70	-1,472.93
Bill Pmt -Check	11/08/2021	1118	Naples Daily News		-199.50	-1,672.43
Bill Pmt -Check	11/18/2021	1121	Coleman, Yovanovic...		-260.00	-1,932.43
Bill Pmt -Check	02/28/2023	1220	John Esposito		-200.00	-2,132.43
Total Checks and Payments					-2,132.43	-2,132.43
Deposits and Credits - 2 items						
General Journal	09/30/2020	2020-01			0.00	0.00
General Journal	09/30/2021	2020-18			1,171.35	1,171.35
Total Deposits and Credits					1,171.35	1,171.35
Total Uncleared Transactions					-961.08	-961.08
Register Balance as of 03/31/2023					-1,760.43	471,199.08
New Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	04/04/2023	1225	Hole Montes		-2,738.75	-2,738.75
Bill Pmt -Check	04/04/2023	1226	Preferred Governme...		-153.33	-2,892.08
Total Checks and Payments					-2,892.08	-2,892.08
Total New Transactions					-2,892.08	-2,892.08
Ending Balance					-4,652.51	468,307.00

Key Marco Community Development District Reconciliation Detail Fifth Third Money Market, Period Ending 03/31/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						460,091.90
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	03/31/2023			X	3.90	3.90
Total Deposits and Credits					3.90	3.90
Total Cleared Transactions					3.90	3.90
Cleared Balance					3.90	460,095.80
Uncleared Transactions						
Deposits and Credits - 1 item						
General Journal	09/30/2020	2020-01			0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					0.00	0.00
Register Balance as of 03/31/2023					3.90	460,095.80
Ending Balance					3.90	460,095.80

4:26 PM

04/06/23

Key Marco Community Development District
Reconciliation Summary
Fifth Third Money Market, Period Ending 03/31/2023

	<u>Mar 31, 23</u>
Beginning Balance	460,091.90
Cleared Transactions	
Deposits and Credits - 1 item	<u>3.90</u>
Total Cleared Transactions	<u>3.90</u>
Cleared Balance	<u><u>460,095.80</u></u>
Uncleared Transactions	
Deposits and Credits - 1 item	<u>0.00</u>
Total Uncleared Transactions	<u>0.00</u>
Register Balance as of 03/31/2023	<u><u>460,095.80</u></u>
Ending Balance	460,095.80

***PRELIMINARY - BUDGET
FISCAL YEAR 2022-2023***

***KEY MARCO
COMMUNITY DEVELOPMENT DISTRICT***

April 19, 2023
DRAFT #1 April 12, 2023

KEY MARCO

Community Development District

TABLE OF CONTENTS

<u>OPERATING BUDGET</u>	<u>PAGE #</u>
General Fund	
Summary of Revenues, Expenditures and Changes in Fund Balance	Page 1-2
Budget Narrative	Page 3-5
Exhibit A - Allocation of Fund Balances	Page 6

KEY MARCO

Community Development District

General Fund

DESCRIPTION	Adopted Budget FY 2022-2023	Actual Thru 3/31/2023	Projected Next 6 Months	Total Projected 9/30/2023	Proposed Budget FY 2023-2024
REVENUES					
Maintenance Assessments - Levy	\$214,400	\$174,492	\$39,908	\$214,400	\$214,400
Maintenance Assessments - Discounts (4%)	(\$8,040)	(\$4,692)	(\$3,348)	(\$8,040)	(\$8,040)
Road Use Fee	\$5,000	\$3,942	\$1,377	\$5,319	\$5,000
Interest Income	\$500	\$261	\$239	\$500	\$500
FEMA Proceeds	\$0	\$0	\$47,720	\$47,720	\$0
Miscellaneous Income	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$211,860	\$174,004	\$85,896	\$259,899	\$211,860
EXPENDITURES					
Administrative					
Supervisors Fees	\$5,000	\$3,000	\$2,000	\$5,000	\$5,000
Fica Taxes	\$0	\$0	\$0	\$0	\$0
Engineering Fees	\$9,000	\$6,695	\$5,000	\$11,695	\$15,000
Attorney Fees	\$5,000	\$5,917	\$3,000	\$8,917	\$7,000
Management Fees	\$10	\$0	\$10	\$10	\$10
Property Appraiser Admin Costs	\$1,020	\$547	\$0	\$547	\$800
Assessments Rolls	\$1,000	\$1,000	\$0	\$1,000	\$1,000
Tax Collector (2% Commission)	\$5,098	\$3,988	\$798	\$4,786	\$4,300
Accounting Services	\$0	\$0	\$0	\$0	\$0
Audit Fees	\$5,000	\$0	\$5,700	\$5,700	\$6,000
Postage	\$0	\$16	\$0	\$16	\$0
Rentals & Leases	\$360	\$350	\$350	\$700	\$900
Insurance - General Liability	\$30,922	\$30,309	\$920	\$31,229	\$44,207
Legal Advertising	\$1,000	\$1,722	\$812	\$2,534	\$2,500
Bank Fees	\$0	\$0	\$0	\$0	\$0
Transcribing Costs	\$1,000	\$0	\$400	\$400	\$500
Computer Support	\$600	\$440	\$160	\$600	\$600
Office Supplies	\$300	\$0	\$0	\$0	\$300
Dues, Licenses, Subscriptions	\$175	\$175	\$0	\$175	\$175
TOTAL ADMINISTRATIVE	\$65,485	\$54,159	\$19,150	\$73,309	\$88,292
	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
Capital Expenditures & Projects					
Roads	\$50,000	\$0	\$0	\$0	\$50,000
Solar Streetlighting	\$12,000	\$0	\$0	\$0	\$12,000
Bridge Reserves	\$18,000	\$0	\$0	\$0	\$18,000
Bridge Inspection Reserves	\$5,000	\$18,809	\$0	\$18,809	\$5,000
Bridge Painting	\$27,000	\$0	\$27,000	\$27,000	\$0
Gatehouse Gates	\$0	\$0	\$0	\$0	\$5,000
Gatehouse Paver Replacement	\$20,000	\$0	\$0	\$0	\$0
Gate Operator Replacement	\$0	\$0	\$0	\$0	\$28,000
TOTAL CAPITAL EXPENDITURES & PROJECTS	\$132,000	\$18,809	\$27,000	\$45,809	\$118,000

KEY MARCO

Community Development District

General Fund

DESCRIPTION	Adopted Budget FY 2022-2023	Actual Thru 3/31/2023	Projected Next 6 Months	Total Projected 9/30/2023	Proposed Budget FY 2023-2024
Lighting					
Utilities-Electric	\$0	\$0	\$0	\$0	\$0
R&M - General	\$0	\$0	\$0	\$0	\$0
Misc.-Holiday Lighting	\$0	\$0	\$0	\$0	\$0
TOTAL LIGHTING	\$0	\$0	\$0	\$0	\$0
Access Control					
Contractual Services	\$0	\$0	\$0	\$0	\$0
Utilities-Electric	\$0	\$0	\$0	\$0	\$0
R&M-Gate	\$0	\$0	\$0	\$0	\$0
R&M-Gatehouse	\$0	\$0	\$0	\$0	\$0
Operating Supplies-General	\$0	\$0	\$0	\$0	\$0
TOTAL ACCESS CONTROL	\$0	\$0	\$0	\$0	\$0
Road Maintenance					
Repairs & Maintenance Catch Basins & Culverts	\$12,000	\$0	\$6,000	\$6,000	\$5,000
TOTAL FIELD	\$12,000	\$0	\$6,000	\$6,000	\$5,000
Hurricane Ian Expenses					
Misc - FEMA Expenses	\$0	\$47,720	\$0	\$47,720	\$0
Total Hurricane Ian Expenses	\$0	\$47,720	\$0	\$47,720	\$0
TOTAL EXPENDITURES	\$209,485	\$120,687	\$52,150	\$125,117	\$211,292
EXCESS REVENUES (EXPENDITURES)	\$2,375	\$53,317	\$33,745	\$134,782	\$568
NET CHANGE IN FUND BALANCE	\$2,375	\$53,317	\$33,745	\$134,782	\$568
FUND BALANCE - BEGINNING	\$766,417	\$766,417	\$0	\$766,417	\$901,199
FUND BALANCE - ENDING	\$768,792	\$819,734	\$33,745	\$901,199	\$901,767

Net Assessment	\$205,824
Discounts 4%	\$8,576
Gross Assessment	\$214,400

<u>Unit Type</u>	<u># of Units</u>	<u>Gross Per Unit</u>	<u>Gross Total</u>
Single Family Home	134	\$1,600	\$214,400
	134		\$214,400

KEY MARCO

Community Development District

EXHIBIT "A"

Allocation of Fund Balances

<u>AVAILABLE FUNDS</u>	<u>AMOUNT</u>
Beginning Fund Balance - Fiscal Year 2023	<u>\$901,199</u>
Net Change in Fund Balance - Fiscal Year 2022	\$0
Reserves - Fiscal Year 2022 Additions	\$0
TOTAL FUNDS AVAILABLE (ESTIMATED) - 9/30/2023	\$901,199
 <u>ALLOCATION OF AVAILABLE FUNDS</u>	
Assigned Fund Balance	
Operating Reserve - First Quarter Operating Capital	\$121,183
	<u>Subtotal \$121,183</u>
TOTAL ALLOCATION OF AVAILABLE FUNDS	\$121,183
TOTAL UNAASIGNED (UNDESIGNATED) CASH	\$780,016

RESOLUTION 2023-06

A RESOLUTION OF THE BOARD OF SUPERVISORS OF KEY MARCO COMMUNITY DEVELOPMENT DISTRICT APPROVING A PROPOSED BUDGET FOR FISCAL YEAR 2023-2024 AND SETTING A PUBLIC HEARING THEREON PURSUANT TO FLORIDA LAW; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the District Manager has heretofore prepared and submitted to the Board of Supervisors (the “Board”) of Key Marco Community Development District (the “District”) a proposed budget for Fiscal Year 2023-2024 prior to June 15, 2023, a copy of which is attached hereto and made a part hereof as Exhibit “A”, and

WHEREAS, the Board has considered said proposed budget and desires to set the required public hearing thereon.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF KEY MARCO COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Recitals. The foregoing recitals are true and correct and incorporated herein as if written into this Section.

Section 2. Proposed Budget. The proposed Budget submitted by the District Manager for Fiscal Year 2023-2024 and attached hereto as Exhibit “A” is hereby approved as the basis for conducting a public hearing to adopt said budget.

Section 3. Public Hearing. A public hearing on said approved budget is hereby declared and set for the following date, hour and location:

DATE: June 21, 2023
HOUR: 8:30 a.m.
LOCATION: Key Marco Community Center
505 Whiskey Creek Drive
Marco Island, Florida 34145

Section 4. Submittal to Local Governing Authorities. The District Manager is hereby directed to submit a copy of the proposed budget to the City of Marco Island and Collier County at least sixty (60) days prior to the hearing date set forth above.

Section 5. Notice. Notice of this public hearing on the budget shall be published in a newspaper of general circulation in the area of the district once a week for two (2) consecutive weeks, except that the first publication shall not be fewer than fifteen (15) days prior to the date of the public hearing. The notice shall further contain a designation of the day, time, and place of the public hearing. At the time and place designated in the notice, the Board shall hear all objections

to the budget as proposed and may make such changes as the board deems necessary. Further, in accordance with Section 189.016, Florida Statutes the proposed budget will be posted on the District’s website at least two (2) days prior to budget public hearing.

Section 6. Severability. Should any sentence, section, clause, part or provision of this Resolution be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this Resolution as a whole, or any part thereof, other than the part declared invalid.

Section 7. Conflicts. All Sections or parts of Sections of any Resolutions or actions of the Board in conflict are hereby repealed to the extent of such conflict.

Section 8. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 19th day of April, 2023, by the Board of Supervisors of Key Marco Community Development District, Collier County, Florida.

Attest:

**KEY MARCO COMMUNITY
DEVELOPMENT DISTRICT**

Joshua Carter, Secretary

Mary Beth Schewitz, Chair

Exhibit "A"